



FINISH THE PHRASE

Office Speak

Every office has its own language. Fill in the missing word to finish each workplace phrase.

1 Circle _____

3 Move the _____

5 Touch _____

7 Ballpark _____

9 On the same _____

11 Peel back the _____

2 Low-hanging _____

4 Think outside the _____

6 Take it _____

8 Get the ball _____

10 Drinking from a fire _____

12 Put a pin _____ it



FINISH THE PHRASE · HOST COPY

Office Speak

ANSWERS AND DIRECTIONS · DO NOT HAND OUT

WHY IT WORKS

Everyone knows these phrases, so nobody feels put on the spot. It sparks quick laughs about the buzzwords the team actually uses.

Memory

Word recall

A few laughs

HOW TO PLAY · 5 MINUTES

1. Split the room into teams of 2 to 4, or play as one big group.
2. Hand out page 1 only. Keep this page with the host.
3. Set a timer, then read the answers out loud and let teams score themselves.
4. Give 3 minutes, then read answers together.
5. Ask the room: which phrase should be banned from our meetings?

ANSWERS

- | | |
|--------------------------------------|--|
| 1 Circle back | 2 Low-hanging fruit |
| 3 Move the needle | 4 Think outside the box |
| 5 Touch base | 6 Take it offline |
| 7 Ballpark figure | 8 Get the ball rolling |
| 9 On the same page | 10 Drinking from a fire hose |
| 11 Peel back the onion | 12 Put a pin in it |

Want a full meeting kit? The Weekly Sales Meeting Kit has 12 ten minute team games, one for every week of the quarter. Find it and more free warm-ups at totalextrovert.com.